**PEER REVIEW WORKSHEET QUESTIONS: multi-genre project**

**(first drafts of final genre + prologue + epilogue)**

INSTRUCTIONS: procedure & requirements

1. Download/open your partner’s essay draft from his/her student page on the wiki and save it on your computer with the file names **PartnersLastandFirstNames\_prologue D1 PR, PartnersLastandFirstNames\_epilogue D1 PR , and PartnersLastandFirstNames\_\_final genre D1 PR.**
2. Then, open a Word document in which you will type your responses to the peer review questions to post on the wiki for your partner to review. Save this document as **LastNameFirstName\_PR answers**.

*(WARNING: if you don’t name files correctly, you could delete your partner’s work from the wiki by mistake. And if you don’t name your files correctly and end up losing your work, remember, too, that you will lose points from YOUR paper grade for not completing peer review. So be careful!)*

1. Read each of the three pieces of writing (prologue, epilogue, final genre) all the way through at least 2-3 times before you begin answering any questions. On these initial readings, circle any words you don’t understand or think are the wrong choices; mark any sentences or sections you find confusing, unclear, or particularly good for some reason; and make notes at any of these places for your partner, explaining what the problem is (if there is one) and/or why you marked the things you did. If possible, offer a suggestion for improvement and/or clarification.
2. Move on to the questions below, being sure to answer EACH question completely and correctly—meaning that your answers should address ALL OF THE FOLLOWING in approximately 4-5 sentence answers:
   1. Basic yes/no response
   2. Identify specific parts of the draft that relate to each specific question.
   3. Explain your evaluation of your partner’s writing appropriately for each questions by noting at least these things: say WHAT the problem is and explain WHY it’s a problem and/or WHAT is good in particular and WHY it is good.
   4. Offer a suggestion for revision for the sections you identify (in a, b, and c), being sure to indicate clearly what you think the writer could do to fix the problem and/or improve that part of the paper.
3. When you are finished, review your answers and notes to make sure everything will make sense to your partner.
4. Finally, upload ALL FILES to YOUR OWN STUDENT PAGE. There should be FOUR files total—one file for each draft (prologue, epilogue, final genre) and one file you’re your responses to the peer review questions in it. Finally, SAVE your page AND CHECK TO MAKE SURE THE DOCUMENT LINKS WORK, and then NOTIFY your partner that you have completed your peer review.

PEER REVIEW QUESTIONS: worksheet to complete for your partner

Please do not spend more than 20-30 minutes on each of the three items (prologue, epilogue, final genre); that is, do not spend more than an hour to an hour and a half responding to your partner’s drafts. Read through all of the questions FIRST, and then work on answering them in order of most to least importance. You do NOT have to answer every single question on this worksheet to get full points; instead, you will get a good grade for choosing well which questions to respond to in detail as well as the quality and usefulness of the feedback you provide.

**Prologue***—answer at least 3 questions completely in this section*

Does the prologue clearly introduce the topic of your partner’s MGP? Why or why not?

Is the topic introduced in a way that is interesting? Why or why not?

Look back at your handout on INTRODUCTIONS (on wiki—Important Handouts page). Does your partner use one or more of the introduction strategies outlined on the handout or does he/she use completely different approach? Is his/her approach effective? Why or why not?

Is your partner’s theme/thesis—the overall message he/she wants to communicate about the topic as a whole—clear in the prologue? Does the writer directly state his/her main point or only “hint” at it (not state it directly)? In other words, is the thesis/theme implicit or explicit? Is this the best approach? Should the theme/thesis be more or less clear in the prologue? Why do/don’t you think so?

Can you suggest any other ways in which your partner could strengthen his/her prologue? Be specific.

**Epilogue***—answer at least 4 questions completely in this section*

Does the writer restate or state clearly the overall message of the entire MGP in the epilogue? Is the overall message clear enough? Does it match what the writer says in the prologue? Evaluate the writer’s clarity about his/her main idea by explaining if it is clear and why OR if it is unclear and WHY. (Remember, the thesis/theme should be expressed in words that are DIFFERENT from those used in the prologue.)

Does the epilogue make an attempt to link all of the genres and/or the ideas of all the genres together somehow, showing how the genres are related (as parts that make up the whole MGP)? Do you think these links or connections among genres could be explained more clearly? Why or why not?

Does the epilogue include a final, closing thought—something for the reader to keep thinking about now that he/she is finished reading your partner’s MGP? If not, make a suggestion for a closing thought. If yes, evaluate the closing thought and explain why you do or don’t think it is a thoughtful way to conclude the MGP.

Look back at your handout on CONCLUSIONS (on wiki—Important Handouts page). Does your partner use one or more of the conclusion strategies outlined on the handout or does he/she use completely different approach? Is his/her approach effective? Why or why not?

Does the epilogue make the MGP feel “finished” or instead like it “just stops” in the middle of a thought? Explain why you do or don’t feel that the epilogue effectively brings the MGP to a close.

Can you suggest any other ways in which your partner could strengthen his/her epilogue? Be specific.

**Final Genre***—answer at least 2 questions in each of the 4 areas/criteria below*

Firstly, please take the time to refresh your memory about the conventions/expectations of the particular genre. Spend a few minutes using *Google* to do some quick research and review on what the genre should include, sound like, look like, etc. as well as what tone is appropriate, who the audience is likely to be, and so on. Then—when you feel like you understand the genre—move on to the questions below, which I have divided up by the five criteria.

CONTENT

* As far as you can tell, does your partner’s draft include all of the major elements of this genre? Is

anything in particular missing from the draft? What exactly?

* Briefly explain HOW and WHY you feel your partner has or has not produced writing that is appropriate for this genre, being clear about how your partner has or has not met the “requirements” of the genre—for example the “tone” of the genre, how the genre normally “sounds,” who the genre is addressed to (audience), the kind of language, structure, and support used, etc.

PURPOSE

* Is there a clear purpose to this genre? That is, do you “get” an overall message from it after reading? What is the message the genre is meant to communicate? Explain what you think the genre is intended to say and then evaluate whether or not it successfully communicates this message.
* Is the message of the genre as well as the content, support, structure, etc. appropriate for THE GENRE and for your partners MGP? In other words, does the genre communicate its message in a way that makes sense to you as a reader or are you confused about why your partner chose this genre? Why or why not? Explain WHY and HOW you think this genre does or does not “fit” into the whole MGP.
* Does the genre’s message connect well to the topic and theme of the whole MGP? Why or why not?

SUPPORT

* Does all of the information the writer has included necessary and NEED to be there? Is there anything he/she could delete or leave out because it is off-topic, irrelevant, etc.? Where? Why?
* Does all of the writer’s support (generalizations, details, specifics, etc.) make sense and stay on topic? Has the writer answered all of the readers’ questions? Why or why not? Explain.
* Where does the writer need to provide more explanation? Do you get confused or lost any place in the genre? Where? Why? What should the writer do to make his/her ideas clearer, more complete, and explained appropriately considering who the audience is and what they are likely to know and understand?
* Does the writer explain anything that does not need to be explained—anything the audience is very likely to know already that could be shortened and/or deleted? What? Where? Why?
* Does the genre appear to use the right kind of vocabulary (formal vs. informal, for example), tone/attitude, style (using contractions and short words vs. full forms and long words, etc.), format and structure, sentence types and structures, and so on for this particular genre? Why do you think so? Explain.

ORGANIZATION

* Are the overall ideas organized in a way that makes sense and is easy for readers to follow? Why (not)?
* If there are paragraphs, are they divided up logically or do you think your partner needs to work on his/her paragraphs? If there are no formal paragraphs, are the ideas and/or sentences ordered logically? Indicate any places where the organization becomes confusing or ineffective.
* Based on the conventions of the particular genre, are the writer’s ideas organized in an appropriate and effective way? Why or why not? Where could the structure be more reasonable and clear? Why?
* Can you give the writer a suggestion for improving organization, including simple formatting that could emphasize the writer’s ideas more effectively?

**General/Overall Questions on All 3 Drafts***—answer at least 3 of the sets of questions below*

WORD CHOICES—do you feel like your partner’s vocabulary, diction, and word choice are strong elements of his/her writing? Why or why not? What could be improved in regard to his/her use of words?

SENTENCES—Do you think the writer has enough creativity and variety in his/her sentences? Are they mostly short sentences? Are there many long sentences? Too many? Is there enough variety in sentence types and lengths to create a sense of “flow” and smooth reading experience? Why or why not?

TRANSITIONS—Does the writer use transitions effectively throughout his/her writing? Why do you think so? What suggestion can you give your partner to improve this aspect of his/her writing?

GRAMMAR—Do you notice any major errors in grammar in your partner’s writing? Is there anything he/she should be really careful about and/or work on while revising and editing? What exactly? Why do you think so? (Pronoun errors, incomplete sentences, subject-verb agreement errors, etc.)

FORMAT & STYLE—Should the writer try to use a different format, style, and/or font for his/her prologue, epilogue, and/or final genre? Which ones? Why? What are your suggestions and the reasons for them?

AUDIENCE AWARENESS—Does the writer consider his/her readers thoughtfully, being careful not to say anything unnecessarily offensive, rude, thoughtless, biased, disrespectful, etc.? Is the vocabulary, length of sentences, type of diction, etc. appropriate for the audience? (Too formal or informal, for example?) Why do you think so?

READER SATISFACTION—Do you feel like you learned something by reading your partner’s writing? Has he/she worked hard to think of something meaningful and interesting to say about the topic? Does his/her writing demonstrate critical thinking? Why or why not? Overall, do you feel your partner offers good answers to the questions *so what?* And *who cares?* Give a suggestion for improvement if you can.